

# Operating Rules



# Notice

These rules:

- **Are effective January 1, 2014.**
- Govern conditions and actions on railroads operated by CSX in the United States.
- Supersede all previous versions of *CSX Transportation Operating Rules & Signal Aspects and Indications*.
- Are dedicated to the men and women of CSX, to help us work as a team to provide our customers with the safest, most cost-effective, and environmentally responsible rail transportation services in the industry.

While every effort has been made to create a comprehensive set of operating rules, it is impossible to write a rule book that covers every circumstance. Therefore, where no specific rule applies, rely on good judgment and follow the safest course available.

THIS BOOK IS THE PROPERTY OF  
**CSX TRANSPORTATION**  
AND ITS RAILROAD SUBSIDIARIES

ISSUED TO:

NAME:	JOB TITLE:

THIS BOOK MUST BE RETURNED TO A SUPERVISOR UPON DEMAND  
OR WHEN LEAVING SERVICE.

## **Chapter 1 - General Requirements**

### **100 - Application of Rules and Special Instructions**

**100.1** Employees must know and comply with rules, instructions, and procedures that govern their duties. They must also comply with the instructions of supervisors. When there is uncertainty, employees must:

1. Take the safe course, and
2. Contact a supervisor for clarification.

**100.2** When rules and special instructions conflict, the following apply:

1. Special instructions supersede rules;
2. Dispatcher messages supersede special instructions and rules; and
3. Form EC-1 instructions supersede dispatcher messages, special instructions, and rules.

**100.3** When on duty, employees must have the rule books and special instructions that are in effect available for use.

**100.4** Before entering, using, or dispatching controlled tracks, each employee and foreign line employee operating on CSX tracks must be in possession of his or her own current copy of the following documents:

1. Rule books specified by system bulletin,
2. Applicable timetable instructions,
3. System bulletins, and
4. Applicable division bulletins.

**100.5** CSX employees performing service on foreign line tracks are governed by the foreign line and must carry the rules, timetables, and special instructions of that line.

**100.6** When a rule book or timetable is reissued or amended, it supersedes all previous versions on the effective date and time. Employees must:

1. Obtain a copy,
2. Verify the document is complete, and
3. Have the documents available for use.

### **101 - System and Division Bulletins and Notices**

**101.1** Before beginning work, employees must determine if any bulletins or notices have been issued since their last tour of duty, and:

1. Read and comply with all of the bulletins that affect their tour of duty, and
2. Read and comply with the information contained in notices.

**101.2** The following applies to bulletins:

1. System bulletins implement changes in rules and system-wide operating practices,
2. Division bulletins implement changes in timetable special instructions, and
3. Procedural instruction manuals implement changes in train dispatching operating practices.

**101.3** System and division bulletins and notices will:

1. Be numbered consecutively;
2. Expire at 2359 on the last day of March, June, September, and December; and
3. Be reissued, as necessary, effective 0001 on the first day of January, April, July, and October.

## **102 - CSX Standard Time**

**102.1** CSX standard time is equivalent to United States Eastern Time using the 24-hour clock system. CSX standard time can be determined by:

- a. Time displayed by the dispatching system, or
- b. Contacting the control station, or
- c. Calling RNX 388-5000 or Bell 904-381-5000.

**102.2** Employees governed by timetables, dispatcher messages, or Form EC-1 must carry a watch that:

1. Indicates hours, minutes, and seconds; and
2. Must not lose or gain more than one minute in a 12-hour period.

**102.3** Employees who are required to carry a watch must verify the watch is set to CSX standard time before beginning work activity:

1. The ranking employee of the crew or working group is to set his or her watch to CSX standard time, and
2. Other members of the crew or working group are to set their watches to that of the ranking employee.

## **103 - CSX Property and Interest**

**103.1** Employees must keep CSX electronic devices, tools, keys, or other property:

1. In a safe, clean, and working condition;
2. Available for use as required; and
3. Protected against unauthorized use or theft.

**103.2** Do not use CSX equipment or communication systems unnecessarily or for unauthorized personal business.

**103.3** The unauthorized possession, removal, or disposal of any material from CSX property or from the property of customers is prohibited. Any article of value found on CSX property must be protected and turned in to a supervisor.

**103.4** Employees must return CSX property when leaving service or upon demand by a supervisor.

**103.5** Employees must notify a supervisor when they have knowledge of:

- a. Activities proposed by a public or private interest that would affect CSX, or
- b. Encroachment on CSX property.

**103.6** Unless authorized by the proper authority, employees must not:

- a. Divulge company affairs, or
- b. Furnish information detrimental to the interest of the company or its customers, or
- c. Permit access to company records, or
- d. Provide information of an incident to the public.

**103.7** Employees must not:

- a. Restrict or interfere with the intended functions of any device or equipment, or
- b. Post unauthorized information on CSX property, or
- c. Deface or destroy CSX property, or
- d. Place trash or refuse anywhere except in the appropriate receptacle, or
- e. Read literature unrelated to work when on duty, or
- f. Possess a firearm or other weapon when on duty, on CSX property, or when occupying facilities provided by CSX unless authorized.

**103.8** An employee who is involved in an on-duty accident or incident must provide all issued documents and Form EC-1 to a supervisor.

## **104 - Employee Behavior**

**104.1** When on duty, employees must:

1. Devote themselves exclusively to the service of CSX,
2. Assist and cooperate with other employees,
3. Perform duties in a safe and efficient manner that prevents unnecessary delay to customers,
4. Promptly report violations of the rules or special instructions to a supervisor, and
5. Take the safe course when conditions are not covered by rule.

**104.2** Employee behavior must be respectful and courteous. Employees must not be any of the following:

- a. Dishonest, or
- b. Insubordinate, or
- c. Disloyal, or
- d. Quarrelsome.

**104.10** Pay must only be claimed:

1. For actual time or work performed,
2. By the employee to be paid or the employee authorized to make claims for the crew or group of workers, and
3. In accordance with agreed upon procedures.

**104.11** An employee must not engage in any other type of work or business that:

- a. Interferes with the employee's ability to perform service with CSX, or
- b. Creates a conflict of interest with or is detrimental to CSX.

**104.12** An employee must submit a completed Form MD-3 (Attending Physician's Return to Work Report) to the CSX medical department by fax to 904-245-3967 and must not return to work until cleared for duty by the medical department any time the employee:

- a. Has been off work for medical reasons for seven consecutive days or more, or
- b. Has been hospitalized due to a significant illness, or
- c. Has had surgical intervention, or
- d. Has any medical issue that could influence the employee's performance of safety on the job.

## **105 - Reporting Conditions**

**105.1** Protect trains and on-track equipment against any known condition that may interfere with safe operations. Immediately report the following conditions to the proper authority:

1. Accidents;
2. Defects in track, bridge, signal, or highway-rail crossing warning devices;
3. Fires on or near the right-of-way;
4. Loss, damage, or theft of CSX or customers' property; and
5. Any condition that may affect safe and efficient operations.

**105.2** Any employee who observes a defect in highway-rail crossing warning devices and does not have access to a railroad radio must:

1. Contact the Public Safety Coordination Center (PSCC) via telephone at 1-800-232-0144, and
2. Provide the requested information.

- 105.3** Employees must provide the following applicable type of defect information to the train dispatcher when reporting defective brakes, hot journals, defective couplers, or other defects:
1. Timetable direction for end of car;
  2. A or B end of car;
  3. Coupler type (E/F);
  4. Possible damage to track, switches, or other structures; and
  5. Obstruction to adjacent tracks.

## **106 - Drugs and Alcohol (Rule G)**

- 106.1** The illegal possession or use of a drug, narcotic, or other substance that affects alertness, coordination, reaction, response, or safety is prohibited both on and off duty.
- 106.2** An employee shall neither report for duty nor perform service while under the influence of nor use while on duty or on CSX property any drug, medication, prescription medication, or other substance that will in any way adversely affect the employee's alertness, coordination, reaction, response, or safety.
- 106.3** Employees are prohibited from possessing, using, or being under the influence of alcoholic beverages or intoxicants when:
- a. Reporting for duty, or
  - b. On duty, or
  - c. On CSX property, or
  - d. Occupying facilities provided by CSX.

## **107 - Use of Tobacco Products**

- 107.1** When on duty, employees must not use any tobacco products, including electronic cigarettes, when:
- a. Serving customers, or
  - b. Uniformed employees are in the presence of customers or the public.
- 107.2** Smoking, including electronic cigarettes, is prohibited in all of the following locations:
- a. CSX buildings except when permitted in large mechanical shop areas, or
  - b. Locomotive cabs, or
  - c. CSX vehicles or any vehicle used to transport CSX employees, or
  - d. Areas designated by No Smoking signs, or
  - e. Where prohibited by law.

## 108 - Certification and Licenses

**108.1** Assignments that require a certification or license must only be performed by employees who have:

1. Been issued the required certification or license,
2. Certification or license in their possession, and
3. Maintained required rule and territorial physical characteristics qualifications.

**108.2** Employees with a certification or license are subject to the applicable federal or state regulations.

**108.3** Employees holding FRA certification must report to their immediate supervisor and the certification center within 48 hours of the conviction or completed state action to cancel, suspend, or deny their motor vehicle driver's license for any of the following motor vehicle incidents:

- a. Operating a motor vehicle while under the influence of or impaired by alcohol or a controlled substance, or
- b. Refusal to undergo testing required by state law when a law enforcement officer seeks to determine whether a person is operating a motor vehicle while under the influence of alcohol or controlled substance.

**108.4** Any FRA certified employee that has knowledge that his or her best correctable vision or hearing has deteriorated to the extent that the employee no longer meets the vision and hearing standards required by the federal regulations governing the certification must:

1. Immediately notify his or her supervisor and the CSX medical department, and
2. Not perform service that requires certification until cleared to do so by the CSX medical department.

**108.5** The FRA vision and hearing requirements for certification are as follows:

1. Distant binocular acuity of at least 20/40 (Snellen) in both eyes with or without corrective lenses,
2. Distance viewing acuity of at least 20/40 (Snellen) in each eye without corrective lenses or separately corrected to at least 20/40 (Snellen) with corrective lenses,
3. Field vision of at least 70 degrees in the horizon meridian in each eye,
4. Ability to recognize and distinguish between colors of railroad signals, and
5. Not have an average hearing loss in the better ear greater than 40 decibels at 500Hz, 1000Hz, and 2000Hz with or without use of a hearing aid.

## 109 - Hours of Service Act Requirements

**109.1** Employees whose work activities subject them to the Hours of Service Act must:

1. Have the required mandatory rest,
2. Inform the proper authority before accepting any call to work that requires reporting for duty before the completion of mandatory rest period,
3. Report to the proper authority any occurrence in which the maximum limits of the Hours of Service Act are exceeded, and
4. Accurately complete Hours of Service documentation with the required information in the prescribed format.



- 109.2** Employees whose activities place them under the requirements of train and engine Hours of Service must:
1. Report to the proper authority any interruption of mandatory undisturbed rest periods, including time rest was interrupted, name of person interrupting the rest, and circumstances of the interruption;
  2. When going on duty, notify the train dispatcher if 264 total hours on duty or 25 total hours of qualifying limbo time for the calendar month have been reached; and
  3. Notify the train dispatcher three hours prior to the expiration of their hours of service limits. This notification must include whether or not the train is a Key train.

## **110 - Trains and On-Track Equipment**

**110.1** Locomotives and on-track equipment must only be operated by authorized employees.

**110.2** Employees must be qualified on the physical characteristics of the territories on which they are subject to work. Employees must pass a rules exam as required, and:

- a. Locomotive operators must:
  1. Pass a physical characteristics test as required, and
  2. Traverse the territory once every 12 months.
- b. Conductors must:
  1. Pass a physical characteristics test as required, and
  2. Traverse the territory once every 24 months.
- c. Employees qualified as an engineering department employee-in-charge (EIC) must traverse the territory once every 36 months.

**110.3** The following people are authorized to ride on locomotives or on-track equipment:

- a. Employees and supervisors performing assigned duties, including those assigned for qualification or training purposes, or
- b. Federal and state inspectors who are carrying and present proper credentials, or
- c. Other persons who present proper authorization and identification.

**110.4** Employees must ride in the operating cab of the lead locomotive of freight trains unless duties require otherwise. When sufficient seating is not available for all crewmembers in the operating cab of the lead locomotive, employees must contact a supervisor for instructions.

**110.5** When a geometry car is operated with a locomotive, a crewmember must ride in the geometry car when instructed to do so by an engineering department supervisor.

## **111 - Sleeping and Napping While on Duty**

**111.1** Employees must not sleep while on duty, except train and engine service employees who are allowed to nap. An employee lying down or in a reclined position with eyes closed, covered, or concealed is considered to be sleeping or napping.

- 111.6** Before beginning any work activities after an employee has napped, all crewmembers must hold a job briefing to review:
1. Dispatcher bulletins,
  2. Form EC-1 instructions, if applicable,
  3. Authority for movement, and
  4. Work to be performed.

## **112 - Train and Engine Service Employees**

- 112.1** Each crewmember is equally responsible for all of the following:
1. Complying with all rules,
  2. Ensuring cars and locomotives receive the required inspections and brake tests,
  3. Providing safe and efficient operation of trains,
  4. Keeping the operating cab of the locomotive clean and free of hazards, and
  5. Ensuring the train or locomotive is equipped with the required supplies.
- 112.2** Notify the train dispatcher of any of the following conditions:
- a. Defects in cars or locomotives, or
  - b. Scheduled stops to perform work, or
  - c. Any condition that delays train movement.
- 112.3** On trains and yard assignments with more than one employee, the conductor or yard foreman is the ranking crewmember.
- 112.4** The ranking crewmember is responsible for the following:
1. Complying with instructions for switching cars or serving customers,
  2. Informing other crewmembers and train dispatcher of cars that restrict train movement or require special handling,
  3. Accurately reporting work, using electronic reporting tools when assigned, and
  4. Ensuring proper documentation for the train is obtained and is accurate.
- 112.5** Locomotive operators assigned to a Key train must have in their possession or obtain a reverser prior to departing their on-duty location.
- 112.6** When locomotives are stopped or will be left standing on a track, considerations for noise and fumes must be taken into account for:
- a. Highway bridges, or
  - b. Offices, or
  - c. Occupied passenger cars.

**202.2** Give hand, flag, or lantern signals as follows:

Motion	Indication
(a) Swing at right angle to the track.	Stop
(b) Slight horizontal movement at arm's length at right angle to the track.	Reduce Speed
(c) Raise and lower vertically.	Proceed
(d) Swing vertically in circle at right angle to the track.	Back
(e) Swing horizontally above the head at right angle to the track, when equipment is standing.	Apply air brakes
(f) Hold at arm's length above the head, when equipment is standing.	Release air brakes
(g) Any object waved violently by anyone on or near the track.	Stop

**202.3** Employees giving hand, flag, or lantern signals must remain in a position to be clearly seen and give signals that:

1. Prevent misunderstanding, and
2. Correspond to the direction the locomotive is headed.

**202.4** Employees receiving hand, flag, or lantern signals must keep a constant lookout for signals. If there is any doubt as to the meaning of the instructions or for whom the instructions are intended, the movement must:

1. Stop immediately, and
2. Not resume until the instructions are understood.

**202.5** A hand, flag, or lantern signal to proceed does not relieve employees from compliance with rules or fixed signals that restrict movement or require a stop.

**202.6** Before changing from hand, flag, or lantern signaling to radio signaling or from radio signaling to hand, flag, or lantern signaling, all crewmembers must:

1. Be notified, and
2. Acknowledge their understanding.

**203 - Locomotive Bell and Horn**

**203.1** Ring the locomotive bell before moving a locomotive that has been stopped one minute or more, and while:

1. Approaching and passing passenger stations,
2. Approaching and passing over public crossings at grade,
3. Moving through tunnels,
4. Approaching persons on or around the track structure, and
5. Approaching and passing roadway workers identified by white or orange hard hats.

**203.2** Sound the horn signals as follows:

<b>0 = Short Sound</b> <b>- = Long Sound</b>	<b>When Required</b>
(a) - - 0 -	Approaching public highway grade crossings. Sound the horn for at least 15 seconds, but no more than 20 seconds, before the lead locomotive enters the crossing. Trains or locomotives traveling at speeds greater than 45 MPH shall begin sounding the horn at or about, but not more than, one-quarter mile in advance of the nearest public crossing, even if the advance warning provided by the horn will be less than 15 seconds in duration. This signal is to be prolonged or repeated until the train or locomotive occupies the crossing or, where multiple crossings are involved, until the last crossing is occupied.
(b) - - 0 -	Approaching and passing roadway workers identified by white or orange hard hats.
(c) - - 0 -	Approaching tunnels, yards, or other points where railroad workers may be present.
(d) - - 0 -	Meeting and passing standing trains.
(e) 0	Approaching passenger stations.
(f) Succession of sounds	Warning to people and/or animals on or near the track.
(g) - -	Proceeding or reversing after being stopped for one minute or more. (Does not apply to switching movements.)
(h) 0 0	Acknowledging any signal not otherwise provided for.
(i) - 0	When running against the current of traffic: <ol style="list-style-type: none"> <li>1. Approaching stations, curves, or other points where view may be obscured; and</li> <li>2. Approaching and passing passenger or freight trains.</li> </ol>

**203.3** The locomotive horn must:

1. Be sounded with intensity and duration to convey the intended warning, and
2. Not be used unnecessarily.

**203.4** When the lead locomotive horn fails en route, notify train dispatcher or yardmaster, and:

- a. Move another locomotive with a working horn to the lead, or
- b. Stop and protect all highway-rail crossings at grade.

## 204 - Locomotive Lights

- 204.1** Locomotive number lights must only be illuminated on the locomotive identifying the train.
- 204.2** Leading end of trains must display headlight on bright unless otherwise specified by rule.
- 204.3** The headlight on the leading end of a train must be dimmed when:
- Required to provide for the safety of employees, or
  - At yards where switching is being done, or
  - Approaching passenger stations where stops are to be made, or
  - Standing behind a stopped train, or
  - Standing on a main track in non-signalized territory, or
  - Approaching and passing a locomotive consist on the head end and rear end of a train on an adjacent track, or
  - Using hand signals.
- 204.4** Headlight may be turned off when:
- Standing on a controlled track in signalized territory, or
  - Standing on a track other than a main track, or
  - On the end of the locomotive coupled to cars.
- 204.5** If the headlight on leading end of a train fails en route, notify train dispatcher or yardmaster, and:
- Provided the lead locomotive has two working auxiliary lights, the train may continue unrestricted to the next point where headlight can be repaired, or
  - If lead locomotive does not have two working auxiliary lights, the train must operate under the following conditions:
    - Display a white light on the leading end at night,
    - Ring bell continuously when moving,
    - Sound the horn frequently,
    - Reduce train speed when necessary to ensure safety, and
    - Continue to the next point where it can be repaired.
- 204.6** When the leading end of the lead locomotive of a train is equipped with auxiliary lights, both auxiliary lights must operate properly before departing the initial terminal. The auxiliary lights must be on when headlight is required to be on bright.
- 204.7** Auxiliary lights:
- Must be turned off when stopped, or
  - May be turned off when vision is impaired by reflection from smoke, fog, or other condition and the train is not approaching or passing over a highway-rail crossing at grade.

- 204.8** If auxiliary lights fail en route, contact the train dispatcher or yardmaster, and:
- a. If one light fails, the train may continue unrestricted until the next calendar day inspection, or
  - b. If both lights fail:
    1. Do not exceed 20 MPH over highway-rail crossings at grade, and
    2. Continue to the next location where repairs can be made.

## **205 - End-of-Train Marker**

- 205.1** A marker must be displayed on the rear car of a train when occupying a controlled track except where the authority for movement is or includes:
- a. Main track yard limits non-signaled (YL), or
  - b. Main track yard limits signaled (YL-S).
- 205.2** From one hour before sunset until one hour after sunrise, or when conditions restrict visibility to one-half mile or less on tangent track, the marker must be:
- a. An illuminated red or orange-amber light, or
  - b. A red or orange-amber light equipped with automatic activation, or
  - c. A red flag only when moving no further than the next repair point if a defective car prevents the placement of an illuminated marker.
- 205.3** From one hour after sunrise until one hour before sunset the marker may be:
- a. A red flag, or
  - b. A non-illuminated end-of-train device (EOT) or red (orange-amber) marker light.
- 205.4** The rear locomotive headlight on dim may be used as a marker for:
- a. A locomotive consist without cars, or
  - b. A single locomotive, or
  - c. A locomotive on the rear of the train.
- 205.5** If a marker is required to be illuminated, it must be inspected before departing the initial terminal or crew change point by:
- a. Crewmember or another qualified employee, or
  - b. Information displayed by the head end train device.
- 205.6** If the inspection of a marker is to be performed by an employee who is not a member of the train crew, protection must be provided before the employee fouls the equipment. The protection must be:
- a. Blue signal protection when the train is standing on other than a main track, or
  - b. Obtained by the employee when the train is standing on a main track. Prior to fouling the equipment to perform the inspection, the employee must confirm three-step protection has been applied by the locomotive operator.

## **Chapter 3 - Movement of Trains**

### **300 - Authorized Train Speed**

**300.1** Train speeds are authorized by:

- a. Rules, or
- b. Special instructions, or
- c. Train documents, or
- d. Dispatcher messages, or
- e. Form EC-1, or
- f. Signal indications.

**300.2** Authorized train speed:

1. Must not be exceeded,
2. Applies to the entire train unless otherwise specified,
3. Must be observed even if wayside signs are not displayed, and
4. Must be the lowest of the specified speeds if a conflict exists between authorized speeds.

**300.3** The following terms apply when used to authorize train speed:

- a. Limited Speed: A speed not exceeding 45 MPH.
- b. Medium Speed: A speed not exceeding 30 MPH.
- c. Slow Speed: A speed not exceeding 15 MPH.
- d. Restricted Speed: A speed that permits stopping within one-half the range of vision. It also permits stopping short of a train, a car, on-track equipment, an obstruction, a Stop signal, a derail, or an improperly lined switch. It permits looking out for broken rail. It is not to exceed 15 MPH.

**300.4** Trains using other than main or signaled tracks must move at a speed that permits stopping within one-half the range of vision, short of a train, a car, on-track equipment, an obstruction, a Stop signal, a derail, or an improperly lined switch and must not exceed:

- a. 25 MPH on non-sigaled sidings; or
- b. 15 MPH when moving to and from the main track, operating through hand-operated switches not equipped with a signal; or
- c. 10 MPH when not moving to or from the main track, operating through hand-operated switches; or
- d. 10 MPH on other than main tracks or signaled tracks; or
- e. 5 MPH within designated locomotive service track or car shop repair track areas.

**300.5** The following speeds must not be exceeded:

- a. 70 MPH for passenger trains with multi-level auto-racks or auto frame equipment, or
- b. 59 MPH for passenger trains operating within the limits of a signal suspension or against the current of traffic, or
- c. 49 MPH for freight trains operating within the limits of a signal suspension or against the current of traffic, or
- d. 10 MPH for trains operating on excepted track, or
- e. Restricted speed for 15 minutes for trains that encounter an unattended burning fusee near the track, unless the fusee is beyond the first rail of an adjacent track.

## **301 - Control of Train Speed**

**301.1** Crewmembers must notify the locomotive operator of any condition that requires the train to reduce speed or stop not more than five miles, but not less than two miles, before reaching the condition.

**301.2** If the locomotive operator fails to control the train in accordance with authorized speed, other crewmembers must take action to ensure the safety of the train. When train speed exceeds authorized speed by:

- a. Less than 5 MPH, other crewmembers must direct the locomotive operator to slow the train to authorized speed, or
- b. 5 MPH or more, other crewmembers must direct the locomotive operator to stop the train and immediately report the occurrence to the proper authority. The train must not proceed until released.

**301.3** Make an emergency air brake application to stop the train if the:

- a. Automatic braking system fails to respond as expected, or
- b. Locomotive operator fails to take action when the train is required to stop, or
- c. Locomotive operator becomes incapacitated.

**301.4** On a descending grade designated in special instructions as steep grade, trains reaching 5 MPH above the authorized speed must be stopped using an emergency brake application. After the train stops, the following actions must be taken:

1. Report the occurrence to the train dispatcher,
2. Apply sufficient hand brakes to secure the train,
3. Fully recharge the air brakes and make a minimum reduction,
4. Visually inspect each car to determine that the brake shoes are against each wheel, and
5. Wait for authorization from a supervisor before resuming train movement.



**301.5** Reduce train speed to allow compliance when conditions obstruct or affect the visibility of signal indications and wayside signs. When unusually heavy rains or high water are encountered:

1. Operate at restricted speed approaching tunnels, culverts, bridges, or other affected locations; and
2. Report the condition to the train dispatcher.

**301.6** When a Heat Warning is issued, it:

1. Does not apply to equipment speed restrictions,
2. Is in effect between the hours of 1300 and 1900,
3. Applies to permanent and temporary track speeds and speeds authorized by signal indication,
4. Requires freight trains to reduce speed by 10 MPH, but not below 30 MPH, and
5. Requires passenger trains to reduce speed by 20 MPH, but not below 40 MPH.

**301.7** When a Flash Flood Warning is issued:

1. Trains must operate through the limits not exceeding 40 MPH until the leading end reaches the far limits;
2. If unusually heavy rain or high water is encountered within the limits, approach bridges, culverts, and other points likely to be affected at restricted speed; and
3. Promptly notify the train dispatcher of conditions that affect the safe movement of trains or on-track equipment.

**301.8** Trains must comply with verbal speed restrictions from:

- a. Engineering department employees concerning track conditions, or
- b. Mechanical department employees concerning equipment conditions.

## **302 - Locations That Must Be Approached Prepared to Stop**

**302.1** Unless the location is equipped with signals, trains must approach the end of two or more main tracks, junctions, drawbridges, and railroad crossings at grade prepared to stop until it has been visually determined that:

1. Switches, if equipped, are properly lined, and
2. Track is clear.

## **303 - Permanent and Temporary Track Speeds**

**303.1** Permanent track speeds are designated in special instructions that specify:

1. Authorized speed, and
2. Milepost limits of the speed.

**303.2** Temporary track speed restrictions are designated by dispatcher message or Form EC-1 that specifies:

1. Authorized speed,
2. Limits of the restriction, and
3. If wayside signs are displayed.

## 304 - Wayside Signs

**304.1** Wayside signs are only to be displayed next to the affected track. Signs located beyond the first rail of an adjacent track do not apply to the track on which the train is moving unless otherwise specified by rule, special instruction, dispatcher message, or Form EC-1.

**304.2** Unless stated otherwise in a dispatcher message or Form EC-1, wayside signs are located at the beginning and end of the restriction as indicated by the chart below:

Number of Tracks	Sign Location
One controlled track	Next to the affected track.
Two controlled tracks	On the field side (outside) of the affected track.
Three or more controlled tracks	To the field side of the affected track for the outside track(s) and next to the affected track for middle track(s).

**304.3** Warning signs for temporary track speed restrictions and working limits are located at least two miles, but not more than two and one-half miles, from the beginning of the restriction.

**304.4** When working limits and the limits of a temporary speed restriction are the same, only one set of warning signs will be displayed.

**304.5** Permanent Reduce Speed signs are not required for the following:

- a. City ordinances, or
- b. Permanent speeds on other than main tracks.

**304.6** Notify the train dispatcher if a Conditional Stop sign is not located at the point designated by dispatcher message or Form EC-1. Signs for working limits may be placed up to 30 minutes before the limits become effective as long as the employee-in-charge can communicate with any train or equipment that is approaching the limits.

## **312 - Highway-Rail Crossings at Grade**

- 312.1** If equipment is standing or will be left at a highway-rail crossing at grade, or it is necessary to separate a train to open a highway-rail crossing at grade, protection must be provided for vehicular and pedestrian traffic unless the equipment is left a minimum of 200 feet from the crossing.
- 312.2** Unnecessary operation of automatic grade crossing warning devices is prohibited. Unless required by operating conditions, a stopped train or standing equipment must remain clear of the crossing island circuit until:
1. Train dispatcher is notified and has provided information concerning approaching trains, and
  2. Crewmember provides protection for adjacent tracks.
- 312.3** At highway-rail crossings equipped with constant warning time detectors, trains:
1. Must not increase speed between the beginning of the approach circuit and the crossing, and
  2. That have stopped or are operating at 3 MPH or less must not occupy the crossing until the warning devices have been activated for at least 20 seconds and, if equipped with crossing gates, the gates are in the fully lowered position.
- 312.4** When operating conditions require manual stopping of automatic grade crossing warning devices, employees must:
1. Notify the train dispatcher and obtain information concerning approaching trains prior to operating the manual stop devices,
  2. Comply with special instructions or instructions posted at the device,
  3. Not operate the manual stop if a train is occupying or approaching the crossing,
  4. Immediately notify the train dispatcher if the manual stop does not function properly,
  5. Provide protection for affected adjacent tracks or comply with posted instructions governing adjacent tracks, and
  6. Not make movement over the crossing unless protection is provided or devices are re-activated and gates, if equipped, are in the fully lowered position.
- 312.5** If an accident occurs at a highway-rail crossing at grade, employees must:
1. Immediately report the incident to the train dispatcher using the emergency channel, and
  2. Observe and report the condition of the highway-rail crossing warning devices.
- 312.6** When motorists fail to comply with crossing warnings:
1. Record vehicle identification numbers or other identifying information,
  2. Promptly report school buses and vehicles carrying dangerous or hazardous materials to the train dispatcher, and
  3. When safe to do so, report the motorists to the Public Safety Coordination Center (PSCC) center at 1-800-232-0144.

## **Chapter 5 - Centralized Train Dispatching and Authorities for Movement**

### **500 - Dispatcher Bulletins, Dispatcher Messages, and Release Forms**

**500.1** Before occupying a controlled track, the locomotive operator and conductor, if assigned, must:

1. Obtain a legible dispatcher bulletin and release form that contains the correct names, employee IDs, and train ID;
2. Determine that all documents correspond with each other;
3. Confirm that all crewmembers read and understand the requirements; and
4. Retain and observe the dispatcher bulletins on all trips during a tour of duty.

**500.2** Contact the train dispatcher when the release form:

- a. Is not available when reporting for duty, or
- b. Time shows that more than four hours have elapsed since the crew went on duty.

**500.3** Do not occupy a subdivision that is not listed on the dispatcher bulletin until the locomotive operator or conductor contacts the train dispatcher and obtains:

- a. A dispatcher bulletin containing dispatcher messages for the subdivision, or
- b. Form EC-1 instructions for the subdivision.

**500.4** When the train dispatcher transmits a release form verbally, the conductor or locomotive operator must:

1. Repeat the dispatcher bulletin number and total number of messages to the train dispatcher; and
2. Record the train dispatcher's OK, effective time, and initials on the dispatcher bulletin.

**500.5** Each dispatcher message is in effect until fulfilled or canceled, only a dispatcher message specifying the name of an employee-in-charge or a particular locomotive number may be superseded. Each dispatcher message must be in the prescribed format that includes:

1. Sequential item number,
2. Dispatcher message number, and
3. Total number of lines in the dispatcher message.

**500.6** When a dispatcher bulletin does not contain the correct conductor and locomotive operator names and employee IDs, the train dispatcher must be notified to confirm the dispatcher bulletin number. Yard assignments are not required to notify the train dispatcher.

- 500.7** If a dispatcher bulletin has any irregularities, other than incorrect conductor and locomotive operator names and employee IDs, the conductor or locomotive operator must contact the train dispatcher to:
- a. Obtain corrected copies, or
  - b. Confirm the entire contents of the dispatcher bulletin, and:
    1. Make corrections on the dispatcher bulletin;
    2. Repeat corrections to the train dispatcher;
    3. Obtain train dispatcher OK, effective time, and initials; and
    4. Record this information on the release line.
- 500.8** If a dispatcher bulletin is sent by means other than a dedicated bulletin printer or CSX Technofax, the conductor or locomotive operator must contact the train dispatcher, and:
1. Confirm the entire contents of the dispatcher bulletin;
  2. Obtain the train dispatcher's OK, effective time, initials; and
  3. Record this information on the release line.
- 500.9** A new dispatcher bulletin may be sent after the conductor or locomotive operator has notified the train dispatcher the original bulletin has been destroyed. The new dispatcher bulletin number must be confirmed.
- 500.10** When trains are re-crewed at other than a crew change point or for the purpose of yarding a train, the train crew must contact the train dispatcher to obtain any necessary instructions before proceeding.

## **501 - Form EC-1**

- 501.1** Form EC-1 must:
1. Only be copied by those who are required to execute the requirement, and
  2. Be read and understood by all employees affected.
- 501.2** Instructions on Form EC-1 must:
1. Be legible and in the correct format,
  2. Have a circle around the number of the applicable line,
  3. Be without erasure or alteration except as directed by the train dispatcher, and
  4. Contain only authorized abbreviations.

**503.11** If a train stops on a controlled track, a crewmember must announce by radio:

1. Train has stopped,
2. Reason for the stop,
3. Location of the head end, and
4. The above information every 15 minutes.

**503.12** Other crewmembers not in the operating cab of the lead locomotive:

- a. Must acknowledge the announcement of:
  - a. Signal aspect name and location, or
  - b. Entry into TWC authority, or
  - c. Departure from TWC authority, or
  - d. Entry into working limits on controlled track.
- b. If other crewmembers fail to acknowledge these announcements, a job briefing must be conducted at the next stop.

**503.13** A train that is required to stop on a main track, signaled track, or siding to be met or passed must:

1. Stop a minimum of 500 feet from the clearance point, and
2. After stopping, if additional room is required to clear, the train may move past the 500 foot location but must not foul the clearance point.

## **504 - General Signal Rules**

**504.1** General signal rules apply where special instructions, dispatcher message, or Form EC-1 designate the following Authorities for Movement are in effect:

- a. Track Warrant Control with Automatic Block Signals (TWC-ABS), or
- b. Main Track Yard Limits Signaled (YL-S), or
- c. Current of Traffic (COT) - Track Signaled in One Direction, or
- d. Traffic Control (TC), or
- e. Control Point (CP) Signals.

**504.2** Trains must approach the beginning of signaled territory prepared to comply with the first signal in service.

**504.3** Movements not governed by fixed signal indication must receive authorization from the train dispatcher then proceed at restricted speed to the:

- a. Next signal, or
- b. End of signaled territory if the movement is to enter non-signal territory, or
- c. In cab signal territory, trains may proceed in accordance with cab signal indication after clearing limits.

**504.4** Trains may operate according to the indication of the next fixed signal governing the movement when:

1. The next governing signal can be plainly seen,
2. The rear of the movement has passed through all crossovers and turnouts, and
3. The train is not required to operate at restricted speed.

**504.5** A signal indication requiring restricted speed applies until the leading end of the train reaches the next governing signal. When a signal aspect requiring restricted speed is displayed by a signal governing movements into non-signal territory, it will apply until:

1. The entire movement clears turnouts and crossovers, and
2. Leading end of the train reaches the end of signaled territory.

**504.6** Employees must observe block signals. When a train fails to actuate a signal properly:

1. Stop the train immediately,
2. Attempt to stop other trains affected, and
3. Notify the train dispatcher.

**504.7** When the leading end of a train stops less than one locomotive length on either side of an Absolute signal, the train must not proceed again without receiving permission from the train dispatcher.

**504.8** If a train enters a block on a signal indication that does not require restricted speed then stops, the train must:

- a. In COT, TC, and CP Territory - Proceed prepared to stop at the next signal, and not exceed 40 MPH unless governed by a slower speed. The train must not exceed 40 MPH until the next signal is visible, that signal displays a proceed indication, and the track to that signal is clear.
- b. In YL-S and TWC-ABS Territory - Trains must proceed at a speed that permits stopping within one-half the range of vision, stopping short of a train, a car, an obstruction, on-track equipment or a Stop signal and not exceed 40 MPH unless governed by a slower speed to the next signal. The train must not exceed 40 MPH until the next signal is visible, that signal displays a proceed indication, and the track to that signal is clear.
- c. In Cab Signal Territory - The train may proceed in accordance with cab signal indication.

## 510 - Traffic Control (TC)

- 510.1** When the authority for movement on controlled tracks is designated in special instructions, dispatcher message, or Form EC-1 as TC, general signal rules are also in effect and signal indication authorizes and governs train movements in either direction.
- 510.2** Trains must not enter or make an initial movement on controlled tracks in TC territory unless authorized by signal indication or verbal authority from the train dispatcher.
- 510.3** The conductor or locomotive operator must have authority from the train dispatcher to enter a controlled track at a hand-operated switch and must promptly operate the switch(es) once authorized to do so.
- 510.4** A train must not clear at a hand-operated switch unless:
- a. Equipped with a signal or electric lock, or
  - b. Permanent authorized speed over the switch does not exceed 20 MPH, or
  - c. On a signaled siding with no intermediate signals and authorized speed does not exceed 30 MPH.
- 510.5** A train, using a track on which it is not permitted to clear, must leave part of the train on the connecting signaled track or leave the switch open until the work is completed.
- 510.6** When a train clears the track at a hand-operated switch and the switch(es) have been restored to normal position:
1. The conductor or locomotive operator must report clear to the train dispatcher, and
  2. The train must not re-enter that block without authorization of the train dispatcher.

## 511 - Controlled Point (CP) Signals

- 511.1** When the authority for movement on controlled tracks is designated in special instructions, dispatcher message, or Form EC-1 as CP, general signal rules are also in effect and signal indication authorizes and governs train movements in either direction.
- 511.2** Trains must not enter or make an initial movement on controlled tracks in CP territory unless authorized by signal indication or verbal authority from the train dispatcher.
- 511.3** When the rear of the movement is stopped between the home signals of a controlled point or railroad crossing at grade, signal indication or permission of the train dispatcher is required to:
- a. Make a reverse movement, or
  - b. To make a forward movement after making a reverse movement.



- 511.4** If a signal aspect permitting a train to proceed changes to a Stop signal before it is reached, the train crew must:
1. Stop using safe train handling techniques unless conditions require an emergency brake application, and
  2. Report the signal change to the train dispatcher.
- 511.5** If the train dispatcher stops a train while it is moving through a control point, the train must not move in either direction until receiving:
- a. A proper signal, or
  - b. Authorization from the train dispatcher.
- 511.6** When the leading end of a train stops less than one locomotive length on either side of a signal associated with a control point, the train must not proceed again without receiving permission from the train dispatcher.

## **512 - Cab Signal System (CSS) - General**

- 512.1** Cab Signal System (CSS) rules apply where designated in special instructions, dispatcher message, or Form EC-1.
- 512.2** The movement of a train not equipped with cab signal apparatus is prohibited, except when authorized in special instructions or Form EC-1 as follows:
1. Movement is governed by fixed signal indication, and
  2. Movement is made at restricted speed unless the train dispatcher authorizes an alternate method of operation.
- 512.3** The cab signal apparatus on the leading end of the first locomotive or control car must be tested and found to be operational within 24 hours before the locomotive or control car leaves its initial terminal. If test equipment is not available at a point where another unit will be required to become a lead unit, this unit must also be tested at the initial terminal.
- 512.4** The employee performing the test must:
1. Post a signed copy of the test results in the cab of the locomotive, and
  2. Leave a signed copy of the test results at the test location.
- 512.5** If the cab signal apparatus is de-energized after the departure test has been made, it must be tested again before entering CSS territory. The test may be done where test racks are in service or when the locomotive(s) are equipped with self-testing features.
- 512.6** Locomotives dispatched from points in CSS territory to points where test racks are not provided must have the cab signal apparatus energized for the entire trip unless locomotive(s) are equipped with self-testing feature.

## **Chapter 6 - Train Dispatching**

### **600 - General Train Dispatcher Rules**

- 600.1** The following positions report to the chief train dispatcher and must also comply with instructions of other company officers:
1. Train dispatchers, and
  2. Assistant chief train dispatchers.
- 600.2** The assistant chief train dispatcher has the authority of the chief train dispatcher when the chief train dispatcher is absent.
- 600.3** Train dispatchers and assistant chief train dispatchers are accountable for the following:
1. Directing the movement of trains and on-track equipment in a safe and efficient manner in accordance with rules and special instructions,
  2. Preventing any trains from going on the hours of service on single main track,
  3. The accuracy of instructions and information repeated by employees,
  4. The proper operation of signals and appliances,
  5. Recording their hours of service properly,
  6. Employees assigned under their direction, and
  7. The management of the office and dispatching console.
- 600.4** Train dispatchers must:
1. Give clear and direct instructions,
  2. Take prompt action to provide protection against any known condition that could affect safety,
  3. Maintain information and records as required,
  4. Keep a record of trains and on-track equipment, and
  5. Record and report to the chief train dispatcher:
    - a. Unsafe conditions; or
    - b. Defects in locomotives, cars, track, signals, wayside detectors, and related equipment; or
    - c. Delays, including trains that cannot operate at normal speed; or
    - d. Other unusual occurrences.
- 600.5** When instructions are misunderstood or questions develop, the train dispatcher is to provide a clear explanation. If there is a failure to reach mutual understanding, notify the chief train dispatcher for definitive instructions.

**600.6** When notified of an injury or illness to an employee or the public, an emergency, an unsafe condition, or a situation that compromises the security of a freight train, passenger train, or on-track equipment, the train dispatcher must:

1. Determine the nature of the emergency and identify the necessary support personnel required,
2. Use available information and determine the:
  1. Geographical area, including state and county;
  2. Specific location, including street or highway name and milepost location; and
  3. Rail lines within the area.
3. When necessary, protect and apply blocking, and
4. Notify:
  1. Trains and employees affected,
  2. Chief train dispatcher, and
  3. PSCC.

## **601 - Train Dispatching System**

**601.1** Before assuming duties, the train dispatcher must:

1. Review the CSX Procedural Instruction Manual (PIM) and reading file for updates;
2. Understand the movement of trains, on-track equipment, and work forces;
3. Unless authorized by the proper authority, use the Dispatcher Transfer to sign on to the dispatching Computer Aided Dispatch (CAD) system; and
4. Enter his or her identification into the computer system, and, when applicable, in the presence of the train dispatcher being relieved.

**601.2** It is the responsibility of the train dispatcher to ensure blocking is properly applied to all routes and devices and maintained until no longer needed.

**601.3** When a requested signal does not clear, the train dispatcher must not request the signal to Stop until it is recalled and the indication is observed on the overview.

**601.4** The train dispatcher must not log off the system unless authorized by the proper authority.

**601.5** Before going off duty, the train dispatcher must verify the relieving train dispatcher understands the movement of trains, on-track equipment, and work forces.

## **602 - Managing Dispatcher Bulletins, Dispatcher Messages, and Form EC-1**

**602.1** When creating an EC-1 track authority and the editable wording on the read back of a Form EC-1 line 1 is changed:

1. Ensure proper blocking is applied, and
2. Maintain the blocking until no longer needed.

## 606 - Permission to Pass a Stop Signal

**606.1** Before giving permission to pass the Stop signal, the train dispatcher must:

1. Determine the specified track is clear of opposing and conflicting movements and no opposing or conflicting movements have been authorized;
2. Properly position affected appliances and if any show as Out-of-Correspondence, Code Failure, or Low Air Activated, give instructions to the crew to hand operate or spike the appliance when issuing permission to pass the Stop signal;
3. When conditions allow, request the signal the same as if it could be displayed to proceed;
4. Apply blocking devices;
5. After implementing the above procedures and issuing instructions concerning any power-operated switches, the train dispatcher will instruct the train:
  1. "After stopping, proceed by Stop signal at \_\_\_\_\_ (location) from track \_\_\_\_\_ to \_\_\_\_\_ track in the \_\_\_\_\_ direction, switches in motor or hand," and
  2. When permission is given to pass a Stop signal in order to couple to cars or to move to location short of a block signal, include this information in the instructions.
6. Confirm instructions to receiving employee when the employee repeats authorization correctly.

## 607 - Managing Train Movements

**607.1** Train dispatchers must furnish information relating to the movement of trains to company officers and those authorized by the chief train dispatcher.

**607.2** If a train passes a Stop signal without permission, the train dispatcher or operator must immediately:

1. Attempt to stop that train and other trains affected, and
2. Report the incident to the chief train dispatcher and Network Operations.

**607.3** When the train dispatcher is electronically or verbally notified of information related to a train that is no longer on his or her territory, inform the chief train dispatcher and appropriate train dispatcher.

**607.4** When notified of an alert that does not contain any information, the train dispatcher must notify the chief train dispatcher of this occurrence.

## 608 - Train Authorities

**608.1** Before granting an authority, the train dispatcher must ensure the specified track:

- a. Where main track yard limits non-signaled (YL) is in effect, is clear of track authorities and no track authorities have been authorized, or
- b. Where TWC-D is in effect, is clear and no movements have been authorized.

**608.2** The train dispatcher may grant a single direction authority to enter non-signal territory in order to shove out on to the main track to clear the switch and proceed in the opposite direction of the shove movement.

- 608.3** Before authorizing a train to enter or to foul a signaled track or controlled siding or to cross from one such track to another, the train dispatcher must ascertain that:
1. The track section is clear of any conflicting movements and no conflicting movements have been authorized, and
  2. The signals or the switches or both are blocked and coded in position to prevent any conflicting movements into such track sections and remain so until the train occupies the track.
- 608.4** The train dispatcher may grant permission for movement against the current of traffic at a control point. This movement is limited to one train length beyond the home signal. Before authorizing such movement, the train dispatcher must determine that:
1. The specified track is clear of opposing movements,
  2. Signals governing opposing movements are in Stop position,
  3. Blocking is applied to protect against opposing movements, and
  4. Blocking devices remain applied until the movement against the current of traffic is complete.
- 608.5** Trains may be moved against the current of traffic when authorized by the train dispatcher after trains that could move with the current of traffic are:
- a. Stopped by the display of a Stop aspect on a controlled Absolute signal located at the point of restriction and after the locomotive operators are advised of the opposing movement that is to be made, or
  - b. Restricted by the display of a Stop aspect on at least two controlled Absolute signals at or preceding the point of restriction, or
  - c. Restricted by the display of a Stop aspect on a controlled Absolute signal located at or preceding the point of restriction, and prior to that, by a signal displayed for a diverging route, or
  - d. Given a copy of Form EC-1 prior to reaching the point of restriction, or
  - e. Held by withholding issuance of Release Form at an on-duty location preceding the point of restriction.
- Note: Locomotives may be permitted to operate within or enter main track yard limits when prohibited from leaving such limits in accordance with a. through e. of this rule.
- 608.6** When a siding is occupied, the train dispatcher must notify the train or on-track equipment entering the siding that the siding is occupied.
- 608.7** To change or cancel an authority, the train dispatcher must first:
1. Contact the train,
  2. Determine the train has not entered the limits of the authority before canceling the authority, and
  3. Receive acknowledgment that the locomotive operator understands the authority will change or be canceled.

**608.8** Before permitting a locomotive to enter the block or authority of a standing train to assist the standing train, the train dispatcher must:

1. Issue a Form EC-1 instruction to prevent the standing train from moving, and
2. Receive confirmation that a clear understanding as to the location of the standing train exists between both crews.

**608.9** When hand-operated switches are used in Track Warrant Control non-signal territory (TWC-D), the train dispatcher must use the train dispatcher radio to confirm:

1. Location of the switch(es) operated,
2. Switch(es) were restored and locked in normal position,
3. Time switch(es) were initially reversed,
4. Time switch(es) were restored and locked in normal position,
5. Name of the employee who operated the switch(es), and
6. The Switch Position Awareness Form (SPAF) was initialed by both the conductor and locomotive operator.

## **609 - Permission to Make a Reverse Movement**

**609.1** Before authorizing a reverse movement ensure proper blocking is applied and:

1. The track is clear of conflicting movements,
2. No conflicting movements are authorized, and
3. Possible conflicting movements are controlled by:
  - a. Absolute signal, or
  - b. Dispatcher message, or
  - c. Form EC-1, or
  - d. Withholding authority.

## **610 - Protecting a Train Within Track Segment Limits**

**610.1** Before authorizing a train to work in both directions, the train dispatcher must determine:

1. The track segment is clear,
2. No other trains are authorized to use the limits, and
3. Signals or switches or both are blocked and coded in position to prevent any conflicting movements into the protected limits.

**610.2** When authorizing multiple trains to work in both directions within established track segment limits, the authorization must require each train to operate at restricted speed and protect against each other.

**610.3** Do not remove blocking until the locomotive operator or conductor of the train reports clear.

## **Chapter 10 - Electronic Devices and Radio Communication**

### **1000 - Use of Electronic and Electrical Devices by Railroad Operating Employees**

- 1000.1** No individual shall use an electronic or electrical device if that use would interfere with the employee's or a railroad operating employee's performance of safety-related duties.
- 1000.2** Personal or railroad provided electronic devices may be used in the event of emergency or for redundancy in case of radio or other communication failure.
- 1000.3** Railroad operating employees must not use railroad supplied electronic and electrical devices for personal use.

### **1001 - Use of Personal Electronic and Electrical Devices**

- 1001.1** Power off and store all personal electronic and electrical devices, including earpieces, when:
- a. Train or locomotive is moving, or
  - b. Any member of the crew is on the ground during a switching operation, or
  - c. Any railroad employee is assisting in the preparation of a train for movement, or
  - d. Located within dispatcher, yardmaster, or operator offices.
- 1001.2** Railroad operating employees must not use personal cameras while on duty and may only use other personal devices for minimal personal voice or text communication when all of the following conditions are met:
1. Train or locomotive is stopped,
  2. No member of the crew is on the ground during a switching operation,
  3. Any crewmember not located on the lead locomotive is in a place of safety not closer than 25 feet from the nearest rail,
  4. No other employee is on the ground assisting in the preparation of the train, and
  5. All crewmembers hold a job briefing and all agree the use of the electronic or electrical device is safe.
- 1001.3** The use of the following personal electronic devices is not restricted provided they do not interfere with the performance of safety related duties:
- a. A medical device prescribed by a medical professional and approved for use by the CSX medical department, or
  - b. A digital watch whose only purpose is as a timepiece, or
  - c. A stand-alone calculator.

**On-Track Equipment Operator** - The operator of on-track equipment or the employee-in-charge of on-track equipment.

**On-Track Roadway Maintenance Machine** - A self-propelled, rail-mounted maintenance machine whose light weight exceeds 7,500 pounds. An on-track roadway maintenance machine is not designed for highway use or for use in rail inspection.

**On-Track Safety** - A state of freedom from the danger of being struck by a train or other equipment provided by operating and safety rules that govern track occupancy by personnel, train, and on-track equipment.

**Operator** - The railroad employee who is not working a designated train dispatcher position but is in charge of a remotely controlled switch, derail, interlocking or controlled point, or a segment of controlled track.

**Operator Control Unit (OCU)** - A device through which a remotely controlled locomotive or platform is operated.

**Operator Control Zone (OCZ)** - When activated, a designated portion of track in which a remote control locomotive or remote control platform may operate without protecting the leading end of the movement. Special instructions identify an operator control zone and the control station affording protection.

**Partial Activation** - A condition when the highway-rail crossing at grade automatic warning devices indicate the approach of a train; however, the full, intended warning is not provided.

**Passenger Station** - A location identified in special instructions where passengers are loaded and unloaded from passenger trains.

**Personal Electronic or Electrical Devices** - Any electronic or electrical device not provided to employees by CSX for authorized business purposes.

**Pilot** - An employee assigned to a train or track car when the locomotive operator, conductor, or track car driver is not qualified on the physical characteristics or the operating rules of the territory to be traversed.

**Positive Stop Protection (PSP)** - An electronic device that uses both GPS and physically located track mounted units that prohibit a remote control locomotive from passing a geographic point on the track.

**Power-Operated Switch** - A remotely controlled switch operated electrically or electro-pneumatically.

**Primary Operator** - Operator that is controlling locomotive movement. The primary OCU will have the capability to direct all functions of the locomotive.

**Private Highway-Rail Crossing at Grade** - A highway-rail crossing at grade which does not meet the definition of a public highway-rail crossing.

**Public Highway-Rail Crossing at Grade** - A highway-rail crossing at grade where the highway, road, street, or pedestrian walkway is maintained on both sides by a public authority.

**Push-Pull Train** - A passenger train with a multiple unit (MU) or control car on either end.

**Qualified Employee** - An employee who has successfully completed all required training for, demonstrated proficiency in, and is authorized to perform the duties of a particular position or function.

**Quiet Zone** - A segment of track identified in special instructions that contains consecutive highway-rail crossings at grade where the locomotive horn is not routinely sounded.